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Copy 5 of 5

12 December 1955

MEMORANDUM FOR: Finance Division, Accounts Branch

SUBJECT :  - Travel Claim for Period  
1 October - 30 November 1955

1. It is requested that subject employee's travel account be credited in the amount of \$20.78, to liquidate the balance of his account and that a check be drawn in the amount of \$487.22 in favor of  Please send the check to Room 2010, Quarters Eye for delivery to payee.

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$488.00. This expense is properly chargeable as follows:

<u>TRAVEL ORDER NO.</u>	<u>ALLOTMENT SYMBOL</u>	<u>OBJECT CLASS</u>	<u>AMOUNT</u>
PCS-DCI-Proj 19-56	6-1004-30-010	02.1	\$ 488.00

3. The Security Office has requested that this voucher not be released through normal administrative channels.

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Administrative Officer (Finance)

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Distribution:

- 2 - Addressee
- 1 - Voucher File
- 1 - Proj. personnel file
- 1 - Chrono. :

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